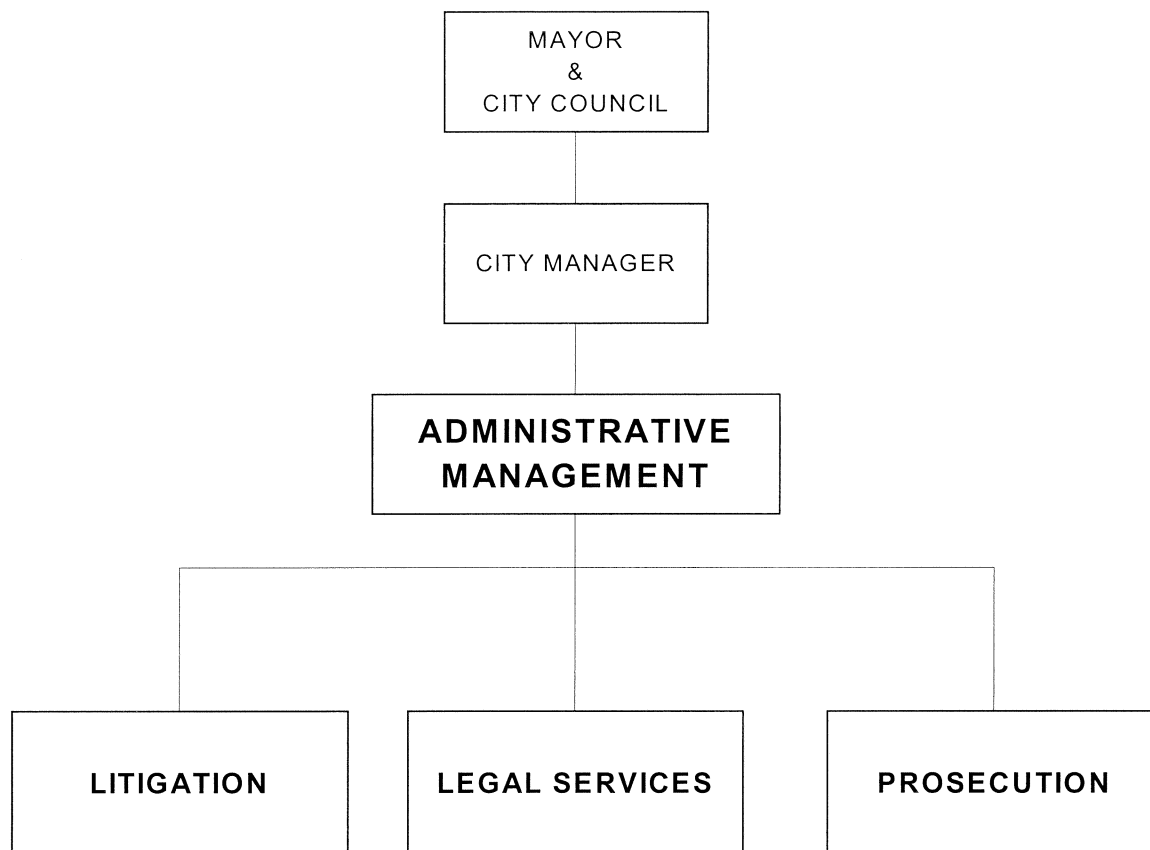


CITY ATTORNEY



APPROPRIATIONS BY FUND	FTE	ADOPTED 2004-2005
General Fund	72.00	\$5,517,592
Self-Insurance Liability Fund	12.00	*
Self-Insurance Workers' Compensation Fund	7.00	*
Community Development Block Grant	5.00	329,527
Categorical Grant	4.00	246,963
Total Funding	100.00	\$6,094,082

* Appropriation totals for these positions appear in their respective funds.

MISSION STATEMENT

The City Attorney's Office strives to be a trusted team delivering superior advice and legal services to the City for the benefit of the community.

PROGRAM INFORMATION

Article V, Section 53 of the City Charter provides that the City Attorney shall serve as chief legal advisor to the Council, the City Manager and all city departments, offices and agencies. The City Attorney's Office represents the City in all litigation and administrative proceedings brought against or by the city and its officials and works hand-in-hand with the police and code enforcement officials to prosecute all Class C misdemeanors in the Municipal Courts. Attorneys and support staff in the City Attorney's Office provide all legal services necessary to complete a program or activity initiated by a city department or official. The attorneys research legal issues and advise city officials, boards, and commissions; draft and review ordinances and resolutions considered by the City Council; and negotiate, draft, and review contracts and other documents essential to the successful completion of the myriad of programs and functions of the City of San Antonio. To avoid conflicts or provide additional resources or expertise on a particular matter, the City Attorney may hire and use outside counsel to provide essential legal services.

GOALS & OBJECTIVES

- ◆ Maintain the trust and confidence of city officials that the City receives the highest quality of legal services from all attorneys who provide those services.
- ◆ Continue to develop a team relationship with city officials by identifying legal issues and providing advice, solutions, and strategies to implement policy and program goals.
- ◆ Aggressively pursue actions to enforce city codes and ordinances to protect public safety, and to recover amounts owed to the City by those who breach City contracts.
- ◆ Fully investigate every claim and lawsuit against the City and its officials; negotiate a fair and reasonable settlement when appropriate; and aggressively defend against litigation and proceed to trial when necessary.
- ◆ Continue to implement management recommendations from the 2001 Performance Review of the City Attorney's Office.

BALANCED SCORECARD

	Strategic Objectives	Performance Measures	Actual FY 03	Rev. Bud. FY 04	Estimated FY 04	Adopted FY 05
Customer	Public Trust & Awareness					
	Represent and promote the legal interests of the City of San Antonio by delivering prompt and effective legal services	No. of Formal Legal Opinions Issued	814	762	915	925
		No. of Red Flag Cases Filed	120	250	220	250
		No. of Responses to Open Records Requests Prepared	611	655	800	815
Financial	Provide Accountability to the Public					
	Fully investigate every claim and lawsuit; negotiate fair and reasonable settlements when applicable; and aggressively proceed to trial when necessary	% of Convictions – All Cases Filed at Municipal Courts	78%	82%	80%	82%
		% of Lawsuits Tried with Favorable Disposition ¹	93%	84%	80%	90%
		% of Red Flag Cases with Favorable Disposition ²	92%	93%	92%	93%
Internal Processes	Implement & Institutionalize Performance Reviews					
	Implement recommendations associated with the Performance Review of the Business Contract Management Process and the City Attorney’s Office	% of Performance Review Recommendations Implemented	90%	100%	100%	100%
	Innovative & Proactive City Government					
	Continue to seek outside legal expertise on complex or unique matters	Ratio of New Cases (Outside Counsel/Total)	12/118	16/160	12/126	16/160
% of New Cases using Outside Counsel		10%	10%	10%	10%	
Employee Learning & Growth	Innovative & Proactive City Government					
	Have attorneys obtain and/or maintain professional certifications/licenses by attending State-approved continuing legal education (CLE) courses	Hours Beyond Minimum CLE Requirements	258	294	148	285

EXPLANATORY INFORMATION

¹ In a Favorable Disposition, Motion for Summary Judgement is granted to the City, Motion to Dismiss is granted for the City, or a verdict is rendered for the City.

² High-priority cases that usually involve code violations. Red flag cases are cases where the City is seeking civil enforcement by way of injunctive relief of violations of its codes that affect public health safety or welfare. They are primarily cases where criminal enforcement has proved ineffective. They may also include cases from Public Works relating to flood plain violations and cases from Historic Preservation relating to violation of the demolition-by-neglect ordinance.

PROGRAM CHANGES

♦ REDIRECTIONS/REDUCTIONS \$38,404

ELIMINATE ONE VACANT LEGAL SECRETARY IN CONTRACTS DIVISION

This **reduction** will eliminate one vacant Legal Secretary position in the Contracts division. This elimination will result in total savings to the General Fund of \$38,404 in FY 2005.

♦ IMPROVEMENTS \$118,521

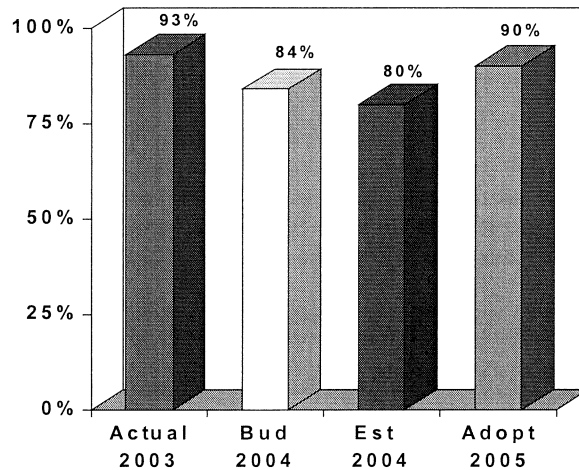
PROPOSITION 3 IMPLEMENTATION

This **improvement** will provide for the addition of an Attorney III position and a paralegal position in order to facilitate the transition of the Ethics Review Board to an independent board established by the charter. The additional cost to the General Fund for nine months of funding will be \$118,521 in FY 2005.

GENERAL FUND EXPENDITURES BY CHARACTER

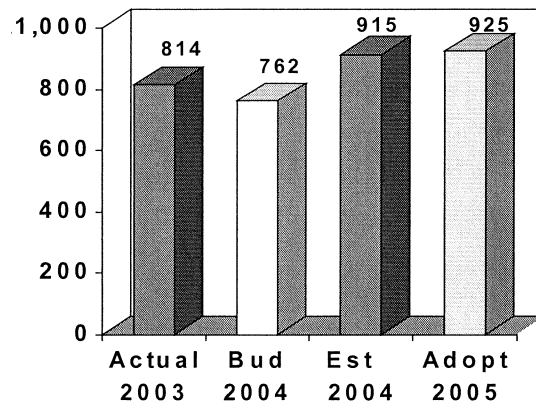
	ACTUAL 2002-2003	REVISED BUDGET 2003-2004	ESTIMATED 2003-2004	ADOPTED 2004-2005
PERSONAL SERVICES	\$3,963,728	\$4,492,670	\$4,263,860	\$4,810,513
CONTRACTUAL SERVICES	477,724	527,956	447,025	614,775
COMMODITIES	53,004	60,874	63,345	60,874
OTHER EXPENDITURES	29,403	29,403	29,403	31,430
CAPITAL OUTLAY	5,888	0	454	0
TOTAL EXPENDITURES	\$4,529,747	\$5,110,903	\$4,804,087	\$5,517,592
 AUTHORIZED POSITIONS	 72	 71	 71	 72
FULL-TIME EQUIVALENTS	72.00	71.00	71.00	72.00

PERCENT OF RED FLAG CASES WITH FAVORABLE DISPOSITION



- ✓ Red Flag Cases are high priority cases, the majority of which involve code violations.
- ✓ In a Favorable Disposition, Motion for Summary Judgement is granted to the City, Motion to Dismiss is granted for the City, or a verdict is rendered for the City.

NUMBER OF FORMAL LEGAL OPINIONS ISSUED



- ✓ Number of formal legal opinions issued by the City Attorney's Office.
- ✓ Estimated increase in FY 2005 over FY 2003 of 14% for formal opinions.

CITY ATTORNEY

EARLY INTERVENTION FOR WOMEN LIVING IN DOMESTIC VIOLENCE

Below is a comprehensive listing of the grant(s) expected by the (City Attorney's Office) in FY 2005. Details on each grant program can be found on the following pages.

TITLE OF PROGRAM	FEDERAL	STATE	CITY	OTHER	ADOPTED FY 2005
Early Intervention for Women Living in Domestic Violence	\$0	\$169,787	\$21,068	\$56,108	\$246,963
TOTAL	\$0	\$169,787	\$21,068	\$56,108	\$246,963

CITY ATTORNEY

EARLY INTERVENTION FOR WOMEN LIVING IN DOMESTIC VIOLENCE

PROGRAM INFORMATION

The Early Intervention for Women Living in Domestic Violence Program provides swift intervention for victims of domestic violence while it is at the Class C misdemeanor level and thereby prevents its escalation into a more dangerous crime. Early intervention requires that legal advocates perform a more complete and thorough screening and prosecution of reported cases, even when the victim may be reluctant to file charges. In addition, the program will increase legal services for victims, facilitate case filings and increase awareness by educating the community regarding domestic violence. The City will be charged as the State's representative with the responsibility of being the complainant for the crime. The City Attorney's Office will be funding four grant positions, upon the award of the grant funds, to continue fulfilling the program's goals. The department has applied for a S.T.O.P. grant under the Violence Against Women Act Fund to continue this program. This grant funding cycle, would run from September 1, 2004 through August 31, 2005, which would be applicable to an eleven-month period from 10/1/04 through 8/31/05 for FY 2005.

PERFORMANCE MEASURES

	Actual 2002-2003	Estimated 2003-2004	Adopted 2004-2005
Output:			
No. of Cases Received and Reviewed	2,847	2,079	2,150
No. of Cases Accepted for Filing	1,200	1,250	1,350
No. of Cases Referred for Intervention	1,052	1,150	1,300
Efficiency:			
% of Cases Filed Directly by the State	60%	53%	60%
% of Cases Provided I&R, and Safety Planning	88%	92%	96%
Effectiveness:			
60% of Class "C" Cases Prosecuted	720	750	810

FUNDING BY SOURCE & EXPENDITURES BY CHARACTER

	Actual 2002-2003	Authorized 2003-2004	Adopted 2004-2005
FUNDING SOURCES			
CITY	\$36,780	\$17,989	\$21,068
STATE	178,056	167,441	169,787
OTHER	59,400	57,821	56,108
TOTAL FUNDING	\$274,236	\$243,251	\$246,963
EXPENDITURES			
PERSONAL SERVICES	\$178,056	\$164,158	\$166,207
OTHER EXPENDITURES	0	3,283	3,580
CAPITAL OUTLAY	36,780	17,989	21,068
SUBGRANTING	59,400	57,821	56,108
TOTAL EXPENDITURES	\$274,236	\$243,251	\$246,963
AUTHORIZED POSITIONS	4	4	4
FULL-TIME EQUIVALENT	4.00	4.00	4.00